

Mailboxes

The reason behind adding this new functionality was to have access to all emails sent out from/to **Sales Panel Message** of the section 'Requests/Quotes', in folders of the user's email mailbox (Inbox/Outbox).

SETTING UP



In a section **Settings**, we have added a new panel **Mailboxes**. Enter this panel and click **ADD TEMPLATE** at the bottom of the page - a new window will show up for 'Mailbox' configuration, which needs to be filled in with details, such as:

- **Mailbox name**
- **E-mail**
- **SMTP configuration** - SMTP host, SMTP port, Username, Password & Protocol.
- **IMAP configuration** - same as above.

Mailbox configuration ✕

Mailbox name

E-mail

SMTP Configuration

SMTP Host

SMTP Port

Username

Password

Protocol

IMAP Configuration

IMAP Host

IMAP Port

Username

Password

SSL☒

Folders

LOAD FOLDERS

CANCEL

SAVE

Before saving Mailbox settings, loading folders must be done - click **LOAD FOLDERS** icon and Leon will show a drop-down box **Outbox**, where all folders of the pre-defined email account will show and **1** outbox folder must be selected. In the **Inbox** field, it's possible to select more than **1** inbox folder. It is also possible to include 'Subfolders' into the configuration - Leon then will search for emails not only in folders but also in inbox subfolders.

Outbox	[Gmail]/ Sent	Inbox	
		INBOX	VIP
Include subfolders	<input type="checkbox"/>		

If an email address added to a field **Reply to** defined in **Email Templates > Sales Panel Message** is the same as the one defined in **Mailboxes** panel, emails will also show in pre-defined email mailbox.

+ ADD INTERNAL MESSAGE		← REPLY TO CUSTOMER	
AVINODE	EMAIL	Template	Follow up
FROM	Thomas Delta		
REPLY TO	info@manairways.com		
SUBJECT	Request: L-M7POML // 13 Nov 2020 // EPWA // Warsaw Frederic Chopin - UUWW // Moscow/Vnukovo		
<p>Dear <u>Sean Davis</u></p> <p>Kindly check the <u>attachment</u> with catering <u>offer</u> for the <u>upcoming trip</u>.</p> <p>Kind Regards, Thomas Delta</p>			

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